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PATENT / DOCKET NO. 16356.633 (DC-02908)  
Customer No. 000027683

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of:

Scott B. Koester, et al.

Serial No.: 09/909,290

Group Art Unit: 2644

Filed: July 19, 2001

Examiner: Unknown

For: RETRACTABLE-REMOVABLE  
HEADPHONE MODULE FOR  
PORTABLE COMPUTERS

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RESPONSE AND TRANSMITTAL OF MISSING PARTS OF APPLICATION

Commissioner of Patents  
ATTENTION: BOX MISSING PARTS  
Washington, D.C. 20231

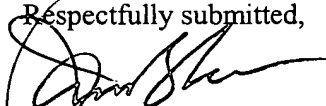
Dear Sir:

In response to the Notice to File Missing Parts of Application *Filing Date Granted* mailed August 30, 2001 regarding the above-identified application, Applicant submits the following:

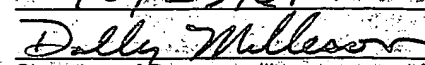
1. Return copy of the Notice to File Missing Parts dated August 30, 2001;
2. An executed Declaration/Power of Attorney for Patent Application;
3. Letter to Official Draftsperson including four (4) sheets of drawings;
4. A check in the amount of \$130.00;
5. Original and copy of this Transmittal; and
6. Return postcard

The Commissioner is hereby authorized to charge any further fees associated with this communication or to credit any overpayment to Deposit Account No. 08-1394.

Respectfully submitted,

  
James R. Bell  
Registration No. 26,528

Date: 10-22-01  
HAYNES AND BOONE, LLP  
901 Main Street - Suite 3100  
Dallas, Texas 75202-3789  
Phone: 512/867-8407  
Fax: 512/867-8470  
A-119694.1

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Commissioner for Patents, Washington, D.C. 20231	
on	10/23/01
	
Signature of Person mailing paper and fee	



PATENT / DOCKET NO. 16356.633 (DC-02908)

Customer No. 000026783

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of:

Scott B. Koester, et al.

Serial No.: 09/909,290

Filed: July 19, 2001

For: RETRACTABLE-REMOVABLE  
HEADPHONE MODULE FOR  
PORTABLE COMPUTERS

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Group Art Unit: 2644

Examiner: Unknown

COPY OF PAPERS  
ORIGINALLY FILED

LETTER TO OFFICIAL DRAFTSPERSON

Commissioner For Patents  
Washington, DC 20231

Sir:

In response to the Notice to File Missing Parts of Nonprovisional Application mailed on **August 30, 2001**, enclosed are **Four (4)** sheets of formal drawings in connection with the above-identified patent application. Applicants respectfully request approval.

Respectfully submitted,

James R. Bell

Registration No. 26,528

Dated: 10-22-01  
HAYNES AND BOONE, L.L.P.  
901 Main Street, Suite 3100  
Dallas, Texas 75202-3789  
Telephone: 512/867-8407  
Facsimile: 512/867-8470  
A-119695.1

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 WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/909,290	07/19/2001	Scott B. Koester	16356.633 (DC-02908)

CONFIRMATION NO. 9963

## FORMALITIES LETTER



\*OC000000006495378\*

 David L. McCombs  
 Haynes and Boone, L.L.P.  
 901 Main Street, Suite 3100  
 Dallas, TX 75202-3789

Date Mailed: 08/30/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

## Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- o The oath or declaration is unsigned.
- o To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- o **The balance due by applicant is \$ 130.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- o Substitute drawings in compliance with 37 CFR 1.84 because:
  - o drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice **MUST** be returned with the reply.*

 Customer Service Center
 

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Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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